



HEADQUARTERS
CIVIL AIR PATROL XXXX WING
UNITED STATES AIR FORCE AUXILIARY
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17 November 2004

MEMORANDUM TO NEVADA WING STAFF

FROM: NV/CC

SUBJECT: Pilot Safety Currency

1. Some time ago we informed all units that beginning this fall pilots must have attended a safety meeting within the past 45 days in order to obtain a flight release. After further review of this matter, we have decided to extend the time limit to 60 days. This means, for example, that on November 31 a pilot would have to have attended a safety meeting sometime in October or November to be considered current.
2. Consistent with this requirement, pilots who have NOT attended a safety meeting within the past 60 days will NO LONGER appear on the monthly pilot listing as being current and qualified to fly missions. Pilots not on the list due to expired safety meetings will need to attend a safety meeting, and then contact Mike Wojcik in order to be manually added to the pilot list before flying any missions.
3. The WMU database will be controlling for these functions. In other words, not only must the pilot attend the safety meeting, but the data must be entered into the WMU by the unit safety officer in order for the pilot to get credit for the meeting. The date of the last safety meeting can always be checked by generating a Pilot Listing in the WMU.
4. There are two ways for a pilot to get credit for a safety meeting.
 - a. The pilot can attend a meeting at which a safety briefing is given and sign the roster. Safety officers input these rosters after every meeting.
 - b. If a pilot must miss a meeting, the pilot may download and read the latest Sentinel (the monthly safety bulletin issued by National). To get the Sentinel, go to the CAP home page (www.cap.gov – NOT the e-services home page www.capnhq.gov). At the top, click on Members, then select Safety from the drop-down menu. On the left side of the resulting screen you will see a list of

programs with Safety already highlighted. Under Safety you will see Newsletters. This takes you to the Sentinel. (An alternate method is to do a Google search on "CAP Sentinel." Google will return a link directly to the Sentinel.)

After the member has read the Sentinel, the date needs to be entered into the WMU for the pilot to get credit. This can be done by the unit safety officer, the unit commander, or (if neither are available) the Wing Safety Officer (rmillerx@comcast.net). A simple email or phone call to any of these should do the trick.

5. Unit Flight Release Officers should also be briefed that the 60 day rule for safety meetings is now in effect, and releases should not be given to pilots who are not "safety current." The easiest way for FRO's to determine pilot safety currency is to do their releases online in the WMU. This is the HIGHLY recommended process because it will warn not only about lack of safety currency, but also any other discrepancies with the pilot records or aircraft status. If a computer is not available, FRO's should have a relatively current print-out of the Wing Pilot Listing (available on the FRO page of the WMU) to consult. This listing shows the date of the last safety meeting, but also the dates of Form 5's, Form 91's and other relevant release information.
6. This process does not change the basic rule that the pilot, and not the FRO, is ultimately responsible for determining eligibility to fly. However, the point of the flight release system is to help the pilot determine eligibility by asking the right questions – which now includes safety currency. Using the WMU for flight releases is the bullet-proof method. Having a pilot listing is an acceptable second choice. Relying on memory alone is a distant third.
7. Unit Commanders should brief all unit pilots and unit Flight Release Officers on these procedures. They should also remind Unit Safety Officers of the increased importance of promptly entering safety meeting reports into the WMU.



DION E. DECAMP
Nevada Wing Commander